



Financial Controller

Salary: £48,000 per annum (Full time)

Reporting to: Chief Executive Officer

Closing date: Friday 23 March 2018 at 5pm

Background

Red61 is a successful live event ticketing software company, providing software, services and consultancy to festivals and venues around the world. We are the ticketing solution that drives the Edinburgh Festival Fringe, the largest arts festival in the world.

We are looking for a Financial Controller to supervise all financial tasks of our company. Responsibilities include creating forecasting models, assessing and advising on risk in financial strategies and ensuring all accounting activities comply with regulations.

Roles and Responsibilities

- Oversee all company accounts
- Create monthly and annual accounts
- Prepare reports to identify results and compare to financial forecasts
- Manage cash flow by tracking transactions and regularly reviewing internal procedures
- Supervise and manage financial department staff, including recruitment of financial assistants
- Ensure that all financial transactions are properly recorded, filed, and reported to comply with government regulations and legislation
- Collaborate with external Auditors to ensure proper compliance with all regulations
- Develop budgets and financial plans for the company
- Review all financial plans and budgets regularly to look for cost reduction opportunities
- Conduct profit and cost analyses
- Maintain systems to prevent errors in data collection and calculations
- Report to the CEO and COO with timely and accurate financial information
- Report at monthly Board meetings on financial results and risks
- Liaise with professional advisors on corporate tax and investment matters.

Person Specification

- Proven work experience as a Financial Controller, Head of Finance, Director of Finance or similar role
- In-depth understanding of cash flow management, bank reconciliation and book-keeping

- Hands-on experience with budgeting
- Excellent knowledge of data analysis and forecasting models
- Proficiency in accounting software (Sage 50 Accounts and Sage 50 Forecasting)
- Solid analytical and decision-making skills.

Benefits

- Workplace pension
- Childcare Vouchers
- Bike to Work Scheme.

To apply

Please send a CV and cover letter to jobs@red61.com with the subject line 'Financial Controller Application'.

The closing date for applications is Friday 23 March 2018 at 5pm.